

**MINUTES OF THE REGULAR MEETING OF COUNCIL
of the Town of Wembley, in the Province of Alberta
held in the Wembley Municipal Office
this 23rd day of November 2020.**

1. CALL-TO-ORDER

Present: Mayor Turnmire called the meeting to order at 7:00 p.m.
CAO Noreen Zhang
Councillor Peterson
Councillor Guimond (Zoom)
Councillor Underwood (Zoom)
Councillor McCallum
Councillor Gundersen
Councillor Johnson

2. APPROVAL OF AGENDA

MOTION # 2020-0329

Moved by Councillor Gundersen Council approve the Agenda as presented.

CARRIED UNANIMOUSLY

3. ADOPTION OF MINUTES

3.1 Minutes of Regular Meeting of Council held on November 9, 2020.

MOTION # 2020-0330

Moved by Councillor McCallum Council adopt the minutes of the November 9, 2020 Council meeting as presented.

CARRIED UNANIMOUSLY

4. DELEGATIONS

4.1 Fire Chief Matt Smith – Fire Department Update

Fire Chief Smith was present to update and answer queries from Council. Discussion centered on budget as of November 18, 2020, with a surplus of \$40,000 projected for 2020 due to impact of Covid 19 on training. In respect to the 2021 Capital Budget, no major increase is anticipated and there will be minor tweaks to the projected 3-year budget over time. The budget will also be impacted based on contract negotiations with the County. The PPE budget and replacement of bunker gear was also discussed.

Fire Chief Smith also informed Council that to date there have been 207 service callouts for 2020.

4.2 Dave McRae, Land Use Planning Manager, ISL Engineering & Land Services – Land Use Bylaw Update – via Zoom

Mr. McRae presented a PowerPoint highlighting the changes to the Bylaw and addressed queries Council had regarding the updated Land Use Bylaw.

5. FINANCE

5.1 Accounts Payable

MOTION #2020-0331

Moved by Councillor Johnson Council ratify the accounts payable, as identified in Schedule "A", cheque #20200918 to cheque #20200972, totaling \$92,358.21.

CARRIED UNANIMOUSLY

6. PUBLIC HEARING

6.1 None

7. BYLAW

7.1 Bylaw 733 – Land Use Bylaw

MOTION #2020-0332

Moved by Councillor Peterson Council give first reading of Bylaw 733 – Land Use Bylaw and direct Administration to schedule a Public Hearing on December 14, 2020 at 7:00 p.m., as part of the regular Council meeting, in the Town Office Council Chambers and via Zoom meeting.

CARRIED UNANIMOUSLY

Initials

Bylaw 733, being the Land Use Bylaw, was then read for the first time.

8. POLICIES

8.1 None

9. CAO REPORT

9.1 Returning Officer/Deputy Returning Officer

- Considerations are being given to appointing other members of Administration to take on the duties of returning officer/deputy returning officer for the 2021 municipal elections.

9.2 Energy Manager

- Currently exploring the option of acquiring an Energy Manager in collaboration with other municipalities under the Municipal Energy Efficiency Program

9.3 Alberta Municipal Affairs Internship Program

- The AMA Internship Program applications are now open, and the deadline is December 15, 2020. This will be an item that Administration will be looking at including in the interim budget considerations.

9.4 Post-Election Training for New Council

- A collaborative effort is in the works with neighboring municipalities to provide a post-election training to newly elected council.

9.5 County Service Agreements

- Several service agreements are expiring in December and Administration is currently in discussion with the County of Grande Prairie on the new agreements. The agreements expiring are Animal Control, Peace Officer, Fire Service Agreement, Joint Home Support Program and Assessment Services.

9.6 Meetings Attended

- GPREP Agency – November 19, 2020 via Zoom
- Alberta Municipal Clerk Association – November 19, 2020 via Zoom

MOTION #2020-0333

Moved by Councillor Johnson Council accept the CAO's report as information

CARRIED UNANIMOUSLY

10. OLD BUSINESS

10.1 None

11. NEW BUSINESS

11.1 Christmas Light Contest 2020

Councillors Peterson, Johnson and Underwood have volunteered to be judges and Judging will take place December 18, 2020.

MOTION #2020-0334

Moved by Councillor Johnson Council approve moving forward with the Christmas Light Contest in December.

CARRIED UNANIMOUSLY

11.2 Town Office/Public Works

MOTION #2020-0335

Moved by Councillor Gundersen Council approve recommendations to close the Town Office and Public Works from December 24th to December 28th, 2020, inclusive.

CARRIED UNANIMOUSLY

12. REPORTS

12.1 Audit Committee

12.2 Community Futures

12.3 FCSS Advisory Board

12.3.1 Meeting Minutes – November 2020

12.4 Grande Prairie Regional Emergency Partnership

12.5 Grande Prairie Regional Emergency Partnership Committee

12.6 Grande Prairie Regional Tourism

12.7 Grande Spirit Foundation

12.8 HR Committee

12.9 Helen E. Taylor Advisory School Council

Initials

12.10 ICF & IDP Steering Committee

12.11 Joint Grande Prairie Area Recreation Committee

- 12.12 Parks and Recreation
- 12.13 Peace Airshed Zone Association (PAZA)
 - 12.13.1 Meeting Minutes and Financials – October 2020**
- 12.14 Peace Library System Board
- 12.15 Public Works
- 12.16 West Grande Prairie County Regional Landfill
- 12.17 South Peace Physician Attraction & Retention Committee
- 12.18 Wapiti Area Synergy Group (WASP)
- 12.19 Wembley and District Agricultural Society
- 12.20 Wembley-Dimsdale-Saskatoon Lake Recreation Board
- 12.21 Wembley Public Library
- 12.22 911 and Emergency Services
 - 12.22.1 Fire Department Call Out Updates – October 2020**
- 12.23 **Bylaw Enforcement Monthly Report – October 2020**
 - MOTION #2020-0336**
 - Moved by** Councillor Gundersen Council accept the reports as information.

CARRIED UNANIMOUSLY

13. CORRESPONDENCE

- 13.1 Nominate an Exceptional Educator
 - It was suggested that this letter be forwarded onto the Parent Councils of both schools for their input.
- 13.2 Wembley Clinic Update
- 13.3 Infrastructure Funding Letter – Honourable Tracy Allard, MLA/Municipal Affairs Minister
 - It was suggested that Administration draft a letter, in the Mayor’s name, to the Honourable Tracy Allard indicating that the Town of Wembley is already in budget deliberations for 2021/2022 and to inquire as to when the 2021 MSI funding will be answered.
 - MOTION #2020-0337**
 - Moved by** Councillor McCallum Council accept correspondence as information.

CARRIED UNANIMOUSLY

14. CLOSE SESSION

- 14.1 None.

15. COUNCIL REPORTS

- 15.1 Councillor Guimond informed Council that Pipestone Corporation has requested to reallocate the charitable donation of \$5,000, meant for the spray park, to the outdoor skating project for 2020. A further request for funding can be made to Pipestone Corp in 2021 for the spray park.

16. ROUND TABLE

Councillor Peterson

- Nothing to report.

Councillor Gundersen

- Attended AGM for the Ag Society and elected two more Directors. Waiting for insurance to get back to them and due to the shortfall on the Ag Society’s insurance will have to come up with \$1,000,000. Exploring fundraising avenues to assist with this shortfall.

Councillor Johnson

- Queried as to when the outdoor rink will be up and running. CAO will check into this and get back to Council
- Would also like Administration to look at getting extra garbage bins next to the recycling bins to potentially address issue of garbage that tends to be left there.
- Was wondering if there would be a Food Bank Drive due to the hardships caused by Covid. CAO Zhang informed Council that she has been in touch with FCSS and asked FCSS to let her know if there was anything the Town of Wembley could assist in.
- Felt that it was worth exploring the privatizing of some Public Works services as this avenue has saved some smaller municipalities money.
- Would also like to have the Public Works expenses for the last three (3) years sent to Council.
- Informed Council that GPRC has free safety courses until the end of 2020.

Councillor McCallum

- Will be meeting next week with the County Economic Development Officer to discuss next steps on how to move forward with Wembley's Economic Development.

CAO Zhang

- A gift basket will be presented to the caretakers of the Sunset Lake campground, whose contract is up at the end of November, as a sign of the Town's appreciation for their work over the years.
- Will be very busy coordinating meetings over the next two weeks and Council will be receiving a number of e-mails/reports pertaining to matters that should be addressed before year end.
- Also, budget deliberations are ongoing.
- Aquatera's Shareholders meeting will be on December 8th at the Philip J. Currie Dinosaur Museum 2020 and can be accessed through Zoom as well.

Councillor Underwood

- Informed Council that the Wembley Elementary School is starting a playground fundraiser committee to assist with the playground.
- The Dinosaur Museum is also putting in an outdoor rink and will have a firepit.

Councillor Guimond

- Nothing to report.

Mayor Turnmire

- Thanked Councillor Johnson for his work on Remembrance Day, considering the restrictions due to Covid.
- November 16, 2020 - video conference call with Grande Spirit Foundation regarding social housing sell-off.
- November 17, 2020 – CAO and Mayor received through the five (5) County service agreements that will be expiring at the end of December 2020.
- November 18, 2020 – Attended Aquatera Draft Business Plan via video conference. Was also in contact with the County and the Ag Society regarding an update on the arena and multi-use centre. Discussion centered on the \$1,000,000 insurance shortfall and how that could be remedied.
- November 18, 2020 – Evening – provincial Covid Town Hall with the Premier, Dr. Hinshaw, MLA Allard, and MLA Toews regarding Covid statistics.
- Mayor Turnmire informed Council that the Province has sent out information regarding municipal budgets 2020/20 21, and there is a Zoom session coming up on December 3rd, from 5:30 p.m. to 6:30 p.m. pertaining to provincial budgets.

17. ADJOURNMENT

MOTION #2020-0338

MOVED by Councillor Peterson the meeting be adjourned at 8:51 p.m.

CARRIED UNANIMOUSLY

Mayor – Chris Turnmire

CAO – Noreen Zhang